

## Presentation Skills

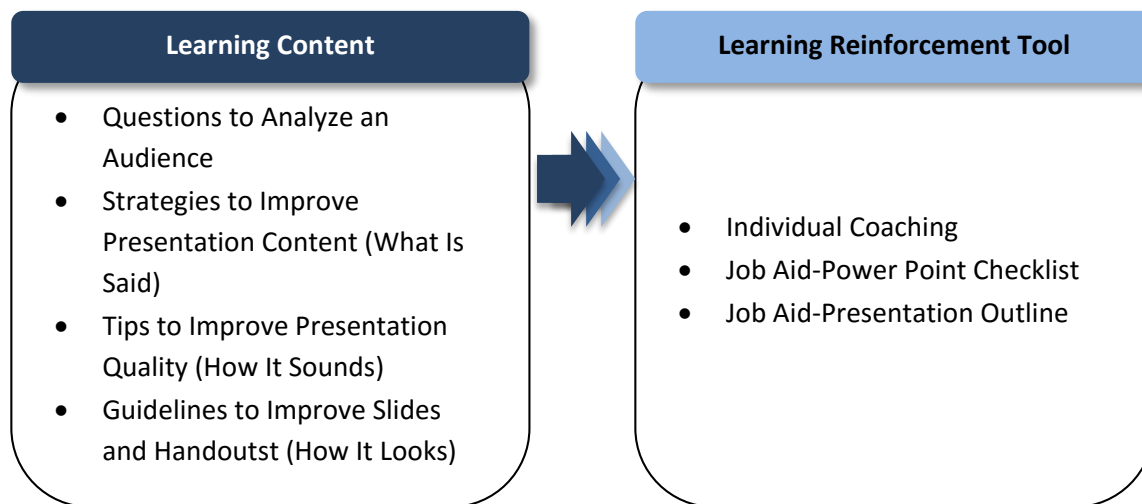
Sharing knowledge, thoughts and ideas is essential in today's fast-paced communication driven environment. Managers, supervisors and others must be prepared to present in a variety of situations and skilled in expressing themselves effectively. This module increases participants' confidence and skill in making a variety of presentations.

**Participants will learn techniques for planning, organizing and delivering results-oriented messages, which they can use in situations ranging from informal discussions to formal presentations.**

### Program Outcomes

- Understand elements of an effective presentation
- Deliver information to meet the needs of the audience
- Organize content to maximize impact
- Demonstrate strong core delivery skills
- Know how non-verbal signals impact the message received

### Learning Process



**Program Length**

**16 Hours**

It is strongly recommended that program be limited to eight participants and delivered by two facilitators.